

**Sandusky County Commissioners - 622 Croghan Street, Fremont, OH 43420**

**MEETING 2017**

**Meeting:** Board Of Commissioners

**Location:** Commissioners' Board Room

**Date:** 12/19/17

**Time:** 8:00 AM - 11:15AM

**Present:** Commissioners: Charles Schwochow, President; Kay E Reiter, V-President; Scott Miller

**Present:** Theresa Garcia, County Administrator

**Others Present:** Beth Hannam, Andy Kingsborough, Nate Blaser, Paul Fiser, Atul Chopra, Ron Hiser, Tom Fullen, Craig Shoup,  
 Auditor Jerri Miller, Treasurer Irma Celestino, Clerk of Courts Tracy Overmyer

(\*action items)

AGENDA ITEMS	BRIEF DESCRIPTION / ACTION STEPS:	PERSON RESPONSIBLE:	DOLLAR AMOUNT:	MOTION/VOTE:
<b>Call to Order Pledge of Allegiance (8:00am)</b>		Charles Schwochow, President		
<b>*Review &amp; Approval of Commissioner Meeting Minutes, In-coming Mail Review &amp; External Meeting Notices</b>	The 12/14/19 minutes were reviewed/approved by the Board. The Board reviewed incoming office mail and external meeting notices.	Charles Schwochow, Kay E Reiter, Scott Miller		
<b>Review of External board/Meetings Attended by Commissioners</b>	Commissioner Miller informed the Commissioners that John Bommarito, Vice President of the Sandusky County Airport Authority recently had passed away. Commissioner Miller attended the Health Department meeting on Friday, 12/15th and he asked Theresa to set up a future meeting with SC Health Commissioner Bethany Brown.			
<b>*Then/Now Documents</b>	One certificate was presented from Juvenile Court. A Probation Officer had to transport a juvenile to southern Ohio and they did not have enough money to get back to Fremont. One invoice makes up this certificate. Don Sartin - \$7.00		\$7.00	*Motion: Move to Approve then and now certificates Moved by: Charles Schwochow 2nd: Scott Miller Vec - 3
	One certificate was presented from County Court. The PO was liquidated prior to receiving the invoice. One invoice makes up this certificate. Nichols - \$774.74		\$774.74	

	One certificate was presented from the Auditor's Office. Clerk was not aware of the expenditure at the time it was made. One invoice makes up this certificate. Cannon - \$120.96		\$120.96	
	Two certificates were presented from the Commissioners Office. The PO was established and the Clerk was not aware another invoice was coming; 2017 PO was closed and new one was not established prior to getting the invoice. Two invoices makes up these certificates. RDT Concepts - \$900.00 USA Bank - \$3,382.15		\$900.00	
<b>*Personnel</b>	None at this time			
<b>*Travel Requests</b>	None at this time			
<b>Progress TAC/EDC</b>	<b>Andy Kingsborough - Progress TAC</b> - Andy Kingsborough and Nate Blaser along with Beth Hannam, Executive Director, SC Economic Development Corp., came in to review a 10-years 75% Enterprise Zone request. Progress TAC would like to add approximately 26,000 to the existing building . There is a creek that runs along the building and they would clean that area up and put an addition on to the west side of the existing building. They have contacted several contractors to get designs for the new building and have made a decision on who will do the work if the project is approved. They have been encouraged by several clients to expand the building. Their clients would have more business if Progress TAC had more room. Paul Fiser from the City of Clyde attended to show support of the project. A motion to approve the EZ agreement was made by Commissioner Schwochow and seconded by Commissioner Miller. Commissioner Reiter abstained from voting for personal reasons. 2017 - 433 APPROVING ENTERPRISE ZONE AGREEMENT AUTHORIZING THE AGREEMENT BETWEEN THE CITY / VILLAGE OF CLYDE AND PROGRESS TAC, 619 CHURCH STREET, CLYDE, OHIO 43410	Andy Kingsborough, Nate Blaser - Progress TAC Beth Hannam, ED w/ SCEDC		<b>*Motion:</b> Move to Approve agreement Moved by: Charles Schwochow 2nd: Scott Miller Yes - 2 Commissioner Reiter abstained voting for personal reasons
	*** Commissioner Schwochow left session at 8:55am for personal reasons.			
<b>County IT</b>	<b>Atul Chopra - IT.</b> Atul came in at the request of Commissioner Reiter to review quotes he received to install wireless audio in the courtrooms at the courthouse. Atul researched and received two quotes and was waiting for a third quote. He wasn't sure if they would even get the quote from the third vendor although they have notified Atul they will be submitting a quote. This vendor does have a great reputation and does good work so it could be worth waiting for. Atul explained his thoughts on the two quotes he had received. Sound System quote is full replacement cost for everything needed. This quote is high but efficient. This would be the quote he would recommend at this time. Atul would like to wait for the last quote. Commissioner Miller asked if we would be using any of our current equipment. Atul did state we should keep the old equipment for back up. Commissioner Reiter asked that communications be sent out to the Judges to give them a update on where the project stands.	Atul Chopra - Communication Specialist		

Facility Management	<p><b>Ron Hiser - Facility Management.</b> Ron Hiser, Facility Management Director was scheduled to review projects and happenings in his Department. See Attachment A for his agenda items. While discussing window replacement at the jail Commissioner Miller asked if it would be best to replace with stationary windows. Ron is going to check on the cost of this option. Commissioner Reiter asked Ron if he could get quotes on replacing the three front windows in the conference room before they are damaged anymore. Ron will get a quote and we will discuss having an evaluation done to the building in 2018.</p>	Ron Hiser - Facility Management Director		
<p><b>*Resolutions (10:00am)</b></p>	<p>2017 - 419 AUTHORIZING THE COUNTY ENGINEER TO PROCEED BY FORCE ACCOUNT IN THE MATTER OF ROUTINE MAINTENANCE OF ROADS AND BRIDGES AND HIGHWAY DRAINAGE; BRIDGE AND CULVERT REPAIR OR REPLACEMENT; THE UPKEEP AND MAINTENANCE OF EQUIPMENT AND YARD FACILITIES; NEEDED EMERGENCY WORK AND CLOSING OF ROADS; THE ADDRESSING OF MATTERS THAT INVOLVE THE DRIFTING OF SNOW; OTHER EMERGENCY WORK AS MAY BE NECESSARY DURING THE CALENDAR YEAR 2018, ALL PURSUANT TO RELATED SECTIONS 5543 OF THE OHIO REVISED CODE (ORC)</p>			<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent</p>
	<p>2017 – 420 APPROVING APPROPRIATION TRANSFERS AND SUPPLEMENTAL APPROPRIATION (\$1,217.47) FOR AUDITOR FOR YEAR END BALANCING TO WAGES (\$3687.02) BENEFITS (\$62.37) AND FEES (\$151.00),</p>		<p>\$1,217.47 \$3,687.02 \$62.37 \$151.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent</p>
	<p>2017 – 421 APPROVING APPROPRIATION TRANSFER FOR COMMON PLEAS COURT FROM CONTRACT SERVICES TO JURY FEES FOR YEAR END INVOICES (\$1,000.00)</p>		<p>\$1,000.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent</p>
	<p>2017 -422 APPROVING APPROPRIATION TRANSFER FROM FACILITY MANAGEMENT WAGES TO OTHER FINANCING USES FOR YEAR END BALANCING (\$11,750.00)</p>		<p>\$11,750.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent</p>
	<p>2017 – 423 APPROVING APPROPRIATION TRANSFERS FOR DJFS WIA FUND FROM CONTRACT SERVICES (\$1,556.00) SUPPLIES (\$7,704.00) AND INTER-DEPARTMENT CHARGES (\$4,356.00), TO OTHER COSTS TO PAY EXPENSES FOR THE END OF THE YEAR</p>		<p>\$1,556.00 \$7,704.00 \$4,356.00</p>	<p><b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent</p>

2017 – 424 APPROVING APPROPRIATION TRANSFERS FOR DJFS CHILDREN SERVICES FUND FROM PAYMENT TO OTHER AGENCIES TO CONTRACT SERVICES (\$118,048.51) FOR DECEMBER PLACEMENT COSTS AND REIMBURSEMENT TO PUBLIC ASSISTANCE FUND FOR SHARED COSTS		\$118,048.51	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
2017 – 425 APPROVING APPROPRIATION TRANSFERS FOR DJFS CHILD SUPPORT FUND FROM ADVERTISING TO PAYMENTS TO OTHER AGENCIES (\$500.00) TO COVER EXPENSES THROUGH THE END OF THE YEAR		\$500.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
2017 – 426 APPROVING SUPPLEMENTAL APPROPRIATION FOR HEALTHIER BUCKEYE FUND (\$37,904.88) TO COVER STATE PURCHASE ORDER		\$37,904.88	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
2017 – 427 APPROVING SUPPLEMENTAL APPROPRIATION FOR SANITARY ENGINEER WIGHTMANS GROVE FUND (\$2,845.00) FOR OWDA LOAN PAYMENT		\$2,845.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
2017 - 428 AUTHORIZING CHANGE FUND ACCOUNT BE ESTABLISHED FOR THE SANDUSKY COUNTY SANITARY ENGINEER FOR 2018		\$200.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
2017 - 429 APPROVING SUPPLEMENTAL APPROPRIATION TO REAL ESTATE WAGES FOR 2017 PAYROLL COSTS (\$6,300.00)		\$6,300.00	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
2017 - 430 APPROVING SUPPLEMENTAL APPROPRIATION FOR EMA TO SMALL EQUIPMENT FOR END OF YEAR PURCHASE (\$5,500.00)		\$5,500.00	<b>*Motion:</b> Move to Approve Moved by: Kay E Reiter 2nd: Scott Miller Yes -2 Commissioner Schwochow - absent
2017 – 431 APPROVING SUPPLEMENTAL APPROPRIATION AND FUND TRANSFER FOR OCTOBER PLACEMENT COSTS (\$116,515.21) AND DECEMBER MANDATORY SHARE (\$16,922.67)		\$116,515.21 \$16,922.67	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent

	2017 - 432 AUTHORIZING DISTRIBUTION OF FUNDS FROM THE SENIOR CITIZENS TAX LEVY TO THE WSOS SENIOR CITIZENS PROGRAM (\$591,289.36)		\$591,289.36	<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes -2 Commissioner Schwochow - absent
<b>Audit Review</b>	<b>Jerri Miller- Auditor.</b> Jerri came in to go over the Audit Review. She stated we are in the calm end of the audit. Jerri has been keeping track of zero balances - there were advances that were showing up that they were not paid back. The Administrator will contact the State Auditor and find out how they want the correction to be done along with how they would like future advances to the Sheriff's grant funds to be done.	Jerri Miller - Auditor, Irma Celestino - Treasurer, Tracy Overmyer- Clerk of Courts		
<b>Investment Advisory Committee</b>	<b>Irma Celestino - Treasurer.</b> Irma reviewed the quarterly report. Our investments have been doing really well year to date. As a new commissioner, Commissioner Reiter asked if Irma could go over her investment strategy. Irma does use an investment advisor to assist in her decisions. The collateral funding is going to be an issue. Across the State there is problems with this issue.	Irma Celestino - Treasurer, Tracy Overmyer - Clerk of Courts		
<b>Public Open Session</b>	Citizens Attendees - none Attendees - Tom Fullen, WFRO. Craig Shoup, News Messenger. Elected Officials - none	Media		
<b>*Adjournment (11:15am)</b>	With business completed the Commissioners adjourned for the day.			<b>*Motion:</b> Move to Approve Moved by: Scott Miller 2nd: Kay E Reiter Yes - 2

Signature of:

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Charles Schwochow, President

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Kay E. Reiter, Vice President

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Scott Miller

Board of County Commissioners, Sandusky County, Ohio

Attest: \_\_\_\_\_  
Clerk to the Board / County Administrator

I, the undersigned, Clerk of the Board of Commissioners,  
Sandusky County, Ohio, do hereby certify that the foregoing  
Is a true and correct copy from the official record of said  
Board of County Commissioners as recorded in its Journal.

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Clerk, Board of County Commissioners, Sandusky County, Ohio